



Arizona Early Childhood Development & Health  
Pinal Regional Partnership Council

Work Session Meeting Minutes  
March 11, 2009

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**Call to Order**

The Pinal Regional Partnership Council Work Session Meeting was held on March 11, 2009 at Central Arizona College, 1211, 8470 N. Overfield Road, Coolidge, AZ 85228.

Regional Council Chair Mezzio called the meeting to order at 1:09 PM.

**Council Members in attendance:**

Barbara Mezzio, Kai Gerkey, Melanie O'Neil, Charity Russell, Christina Jenkins, Mary Allen, Bryant Powell, and Arnoldo Hernandez

**Council Members not in attendance:**

Aaron Harris and Mary Kyle

**First Things First Staff in attendance:**

Jennifer Johnson, Aimee Kempton-Sarosi, Beverly Russell, and Carrie Loos

**Public in attendance:**

14 members of the public were present

**April Regional Council Meeting Agenda Items for Discussion**

**Regional Council Meeting Presentations**

Process Guidelines were discussed and established as follows:

Any individual or organization wishing to speak to the Council may always do so, through "call to the public" by submitting a call to the public form. The call to the public has a time limit of five minutes, and handouts are not permitted. Additionally, Council Members may not respond, question or comment unless the topic is on the meeting agenda.

After submitting a call to the public form any individual/organization wishing to present to the Council will submit a formal letter to the Council (in care of the Regional Coordinator) requesting to present (a template letter will then be emailed to the presenter from the Regional Coordinator). The presentation topic, intent, and any technical support must be stated in the formal letter. The presenter will submit any handouts (i.e. PowerPoint, brochures, and business cards) along with the formal letter 14 days prior to the Council Meeting. The presenter information will be distributed to the Council members 10 days prior to the Council Meeting. Upon approval the individual/organization will be notified of their presentation/date by email from the Regional Coordinator, the presentation will not last more than 10 minutes with a 5 minute question and answer.

First Things First staff will fill out a presenter form with the presenter's demographic information and any requests. Once the form is completed it will be attached to the handouts given to the Council 10 days prior to the successive Council Meeting.

Criteria Guidelines – The information presented must fall within the First Things First or Council strategies, goals, and/or topics on the current agenda. The accepted presentation should be educational for the Council or provide specific demographic or regional information.

Regional Council Retreat

The governance policy manual updates will be ready for review at the next work session and possible approval at the Council Meeting in April. Council members stated that a Regional Council Retreat would be helpful to hold on a yearly basis.

Regional Bid Waiver Process

The Council will be updated on the bid waiver (Vendor Selection) process; this will be an agenda item during the April Council Meeting and there will be an update on where First Things First is at on the regional process.

State Emergency Response Report

There will be an update on child care scholarships for working families, food boxes, and prevention of abuse and neglect on the Council Meeting agenda for April. An administrative home agency has not yet been named regarding the distribution of scholarships and the food box distribution.

Funding Plan Report

The Regional Coordinator will report on progress on the funding plan, including release of Request for Grant Applications (RFGA), timelines, funding mechanisms, and progress.

Coordinator's Report

The coordinator's report will be the same format as in the previous Council Meetings.

Next Meeting – Wednesday, May 13, 2009, Apache Junction, AZ

The next Council Meeting will be on Wednesday, May 13, 2009 at the Apache Junction Library.

RFGA Process Discussion

Health Strategy Work Group –January 30, 2009 discussed strategy #1 and the funding method. Due to nature of the work and amount of funding, this will be contract through the state procurement system. February 20, 2009 – discussed strategy #2 parts A, B, C the preferred funding method is the RFGA process.

Quality and Access Strategy Work Group – February 2, 2009 – discussed strategy #4 funding for Quality First! will be through MOU agreement with First Things First. February 23, 2009 – discussed strategy #5 and the funding method will be an MOU with First Things First for part A; contract through the state procurement system for B and C. Strategy #6 funding method will be RFGA.

Family Support Strategy Work Group – February 2, 2009 – discussed strategy #7 and the preferred funding method is a bid waiver. February 23, 2009 – discussed strategy #8 and the funding method will be to use an RFGA.

Professional Development Strategy Work Group – March 4, 2009 – discussed strategy #9 and the funding method will be an inter-agency service agreement; Strategy #12 funding method will be to use a contract with Central Arizona College.


**Executive Committee Discussion**

The Executive Committee is composed of the Chair, Vice Chair and the committee chairs for each work group (Mary Allen, Melanie O'Neil, and Arnaldo Hernandez). The executive committee will identify the types of decisions the committee might make and present to the Council. All decisions will be made in a regular Regional Council meeting.

**Adjourn**

Chair Mezzio adjourned the Work Session at 2:10 PM.

Submitted By:



Almee Kempton-Sarosi  
Regional Coordinator  
Pinal Regional Partnership Council

Approved By:



Barbara Mezzio  
Chair, Pinal Regional Partnership Council

